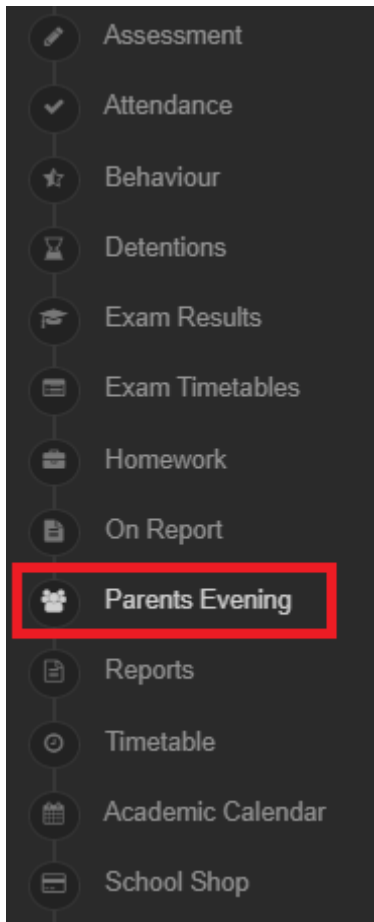


Booking Parents Evening slots on MCAS

Login to MCAS: Please select Parents Evening from the side Menu.



This will provide you with either a Manual or Quick Book option to secure your interview.

Date: 11 July 2024, 15:00
Booking will close on 09 July 2024, 00:00

Appointments that need booking

Mem Kutlay Design & Tech	Christine Andrews Art	Oliver Coales English
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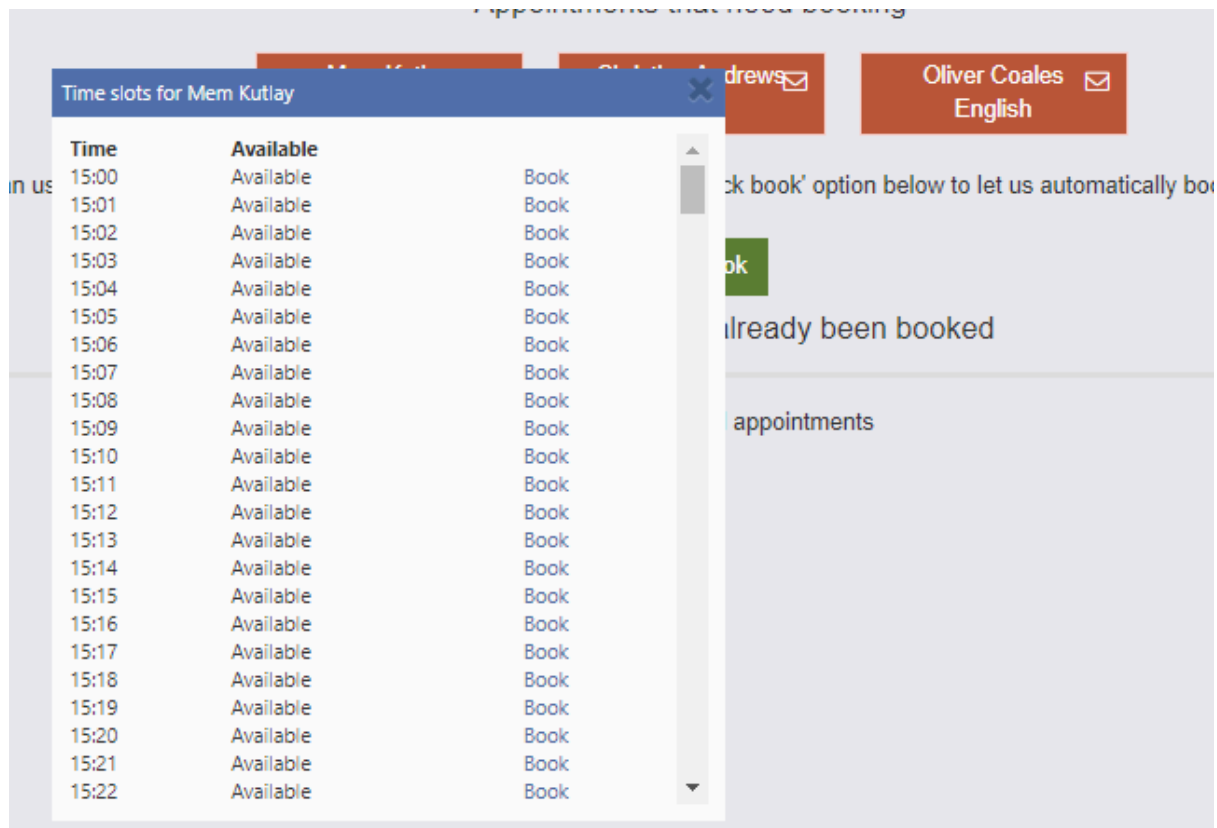
You can use the boxes above to book appointments individually, or the 'Quick book' option below to let us automatically book your appointments.

[Quick Book](#)

Appointments that have already been booked

There are no booked appointments

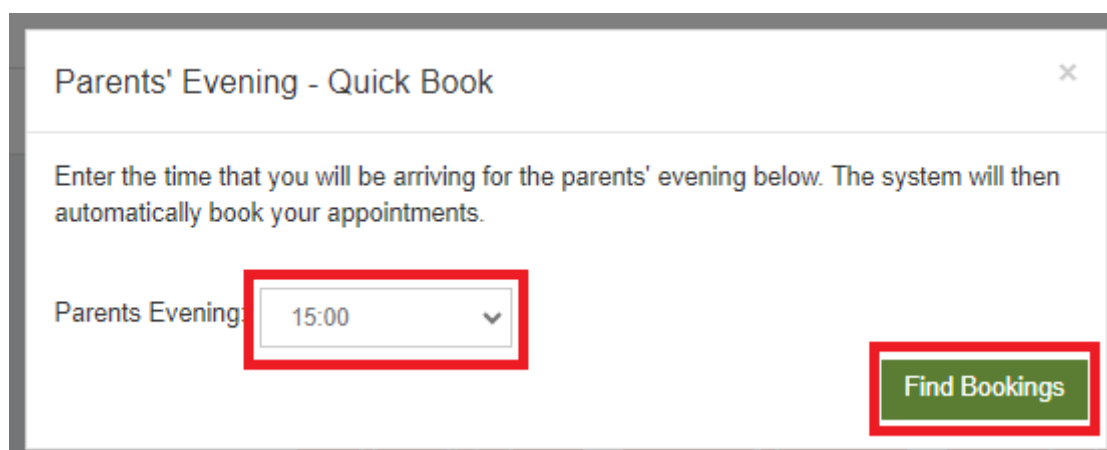
To select a slot manually, click on the Teacher you would like to book an appointment with and then select Book next to the slot you would like to select.



The screenshot shows a modal window titled "Time slots for Mem Kutlay" with a close button (X). The window contains a table with three columns: "Time", "Available", and "Book". The "Time" column lists slots from 15:00 to 15:22 in one-minute increments. The "Available" column shows "Available" for every slot. The "Book" column shows a "Book" button for every slot. In the background, there are buttons for "Andrews" and "Oliver Coales English", and a "Book" button.

Time	Available	Book
15:00	Available	Book
15:01	Available	Book
15:02	Available	Book
15:03	Available	Book
15:04	Available	Book
15:05	Available	Book
15:06	Available	Book
15:07	Available	Book
15:08	Available	Book
15:09	Available	Book
15:10	Available	Book
15:11	Available	Book
15:12	Available	Book
15:13	Available	Book
15:14	Available	Book
15:15	Available	Book
15:16	Available	Book
15:17	Available	Book
15:18	Available	Book
15:19	Available	Book
15:20	Available	Book
15:21	Available	Book
15:22	Available	Book

To use Quick Book, select the time you will be arriving for Parent's Evening from the drop down and then click Find Bookings.



The screenshot shows a form titled "Parents' Evening - Quick Book" with a close button (X). The form contains the following text: "Enter the time that you will be arriving for the parents' evening below. The system will then automatically book your appointments." Below this text is a label "Parents Evening:" followed by a dropdown menu showing "15:00" with a downward arrow. To the right of the dropdown is a green button labeled "Find Bookings".

The system will then display the appointments it has selected for you. If any are unsuitable you can deselect them using the tick boxes on the right hand side, otherwise you would select Book Appointments.

Parents' Evening - Quick Book ×

We have found the following appointments for you. You can uncheck any that you are not happy with.

Time	Teacher	Subject	Location	
15:00	Mem Kutlay	Design & Tech	Default Location	<input checked="" type="checkbox"/>
15:01	Christine Andrews	Art	Default Location	<input checked="" type="checkbox"/>
15:02	Oliver Coales	English	Default Location	<input checked="" type="checkbox"/>

You will receive confirmation at the top of the screen that the appointments have been booked successfully.

